

Summary of Contract #085290 CSW
Portable Toilets & Hand Washing Stations

1. **DAILY RATE** - For portable toilets and hand washing stations, the daily rate shall include the daily rent rate and one service call per day.

How to apply daily, weekly and monthly rates.

The rate to apply shall be based upon the total days of the incident.

In the following example, assume the vendor has submitted a daily rate of \$50, a daily rate of \$45 per day if rented for more than seven days up to thirty days and a daily rate of \$40 if rented for thirty –one plus days

Example: A vendor delivers 10 units the first day. The camp orders an additional 10 units on the 15th day. All 20 units are released from the camp on the 40th day. The payment for all units will be based on the monthly rate of \$40.00.

2. **TIMEKEEPING** - Time will be submitted using daily shift tickets and verified and approved by the Government Agent responsible for ordering and/or directing use of each piece of equipment. Time will be recorded for daily usage, and whole miles for mileage (round trip). **Equipment furnished under the agreement is not subject to pro-rating on the 1st or last day.**

3. **BILLING** – Each Host Agency is responsible for their incident payments. Payment office will be designated in Block 9 on the Emergency Equipment - Use Invoice, Form OF-286.

4. **MILEAGE**

4.1 **50 mile radius.** The government will not pay mileage for the first 50 miles one way (100 miles round trip) for delivery or service calls. The extra mileage payment is for a maximum of one trip per day (exclusive of extra service calls ordered by the incident) and is to be computed from the vendor's base or lodging point to the incident(s) and back to their base or lodging point via a dump station.

If a vendor is claiming mileage over the 50 mile radius, the vendor must submit documentation from one of the online route/direction web sites or provide a map for incident personnel to be able to verify mileage.

Example A: The vendor delivers or services 10 toilets to a camp 40 miles from their base or lodging point. The vendor is required to travel an additional 10 miles out of their way to stop at a dump station. The total round trip via a dump station would be 90 miles. There wouldn't be any mileage paid because it is less than 100 miles.

Example B: The vendor delivers or services 10 toilets to a camp 50 miles from their base plus five toilets at a spike camp which is 30 miles from the main camp

(the same resource order). The vendor also travels an additional 10 miles out of their way to stop at a dump station. In this case the total mileage would be 180 miles. The vendor would be entitled to claim 80 miles.

The 50 mile radius does not mean a vendor is not entitled to any mileage if their base or lodging point is within 50 miles of the incident. It would be possible for a vendor to exceed the 100 miles (round trip) in a single day.

4.2 **Remote Travel Hourly Rate–Primitive Roads***. A separate hourly charge for travel time driven on primitive roads shall be paid under the following conditions:

a. The distance traveled on primitive road exceeds 1/2 mile from the improved road**.

* Primitive roads are roads designated on U.S. Forest Service Visitor maps with = = = = = or as designated by government personnel at the location responsible for the administration of the agreement.

** Improved roads are roads designated on U.S. Forest Service Visitor maps with

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b. If claiming the hourly rate for remote travel, mileage traveled on the primitive road shall not be included in the daily mileage. Travel time will be included on the shift ticket and approved by appropriate incident personnel.

If claiming for travel on primitive roads, it is the vendor's responsibility to provide a map for incident personnel to be able to verify road designation.

5. **TEN UNITS OR LESS.** This section does not apply to sink units of 2 plus sinks. The government will waive the 50 mile radius requirement and pay actual mileage if **ten (10) units or less are ordered (a combination of sinks and toilets)**. In other words, the 50 mile radius kicks in with the ordering of **eleven (11) or more units. This does not mean if a vendor is unable to deliver the units ordered in one trip the government will pay mileage for two trips or second vehicles. ie. Eleven (11) toilets are ordered and the vendor can only haul six (6) on one truck and five (5) on another. The order was for eleven (11) units so the 50 mile radius will apply.**

Be sure to calculate all units in multiple "S" numbers (combination of handwash sinks and toilets) on site per vendor.

6. **DELIVERY, PICK-UP, RESET AND RE-LOCATION FEES**

- 6.1 A delivery fee per unit shall be paid on the first day regardless of mileage.
- 6.2 Pick-up fees shall not be allowed **unless** the vendor has already serviced the units the last day and they are required to make a second trip to pick up the units.
- 6.3 Reset fees shall be paid for moving units within the Incident Command Post(ICB- main base camp area).
- 6.4 Re-location fees shall be paid for re-locating units within the boundaries of the incident. Relocation fees shall be comprised of the reset fee **plus** mileage (or remote hourly rate) **over one mile** from the ICB location.

Example 1: A vendor is asked to relocate one unit from the ICB to a manned roadblock ½ mile from the ICB. In this case a reset fee would apply but no mileage would be paid.

Example 2: A vendor is asked to relocate four units from the ICB to a spike camp located 20 miles from the ICB. In this case a relocation fee consisting of the reset fee **plus** mileage (or remote hourly rate) shall apply.

7. **Grey water Disposal/ Potable Water Refilling – All Sinks**

GREY WATER DISPOSAL AND REFILLING SINKS WITH POTABLE WATER WILL BE THE GOVERNMENTS RESPONSIBILITY.